

WCDC-TV, WTEN-TV, WXXA-TV***EEO PUBLIC FILE REPORT****February 1, 2016 - January 31, 2017****I. VACANCY LIST**

See Section II, the "Master Recruitment Source List" ("MRS�") for recruitment source data

Job Title	Recruitment Sources ("RS") Used to Fill Vacancy	RS Referring Hiree
Account Executive - WTEN	1-4, 14, 19, 21, 23-25, 27, 29-32, 35-37, 39	21
Local Sales Manager	1, 3, 6-13, 19, 21, 24-25, 27, 29, 34, 37-39	25
Account Executive - WXXA	1-4, 14-15, 19-21, 23-25, 27, 29-32, 35-37, 39	15
Sales Assistant	1, 3, 6, 14, 19, 21, 23-25, 27, 29-31, 36-37, 39	25
Producer	1, 19, 21, 23-25, 27, 29-30, 39	21
Digital Content Manager	1, 3, 15, 19, 21, 24-25, 27, 29, 37, 39	15
Traffic Assistant	1-3, 6, 14, 19, 21, 23-25, 27, 29-31, 36-37, 39	21
Photog/Editor	1-3, 15, 19, 21, 23-27, 29-30, 37, 39	15
Producer	1-4, 15, 19, 21, 24-25, 27, 29-30, 37, 39	21
Photog/Editor	1-2, 4, 19, 21, 23-25, 27, 29-30, 37, 39	21
Reporter MMJ	1-2, 4, 19, 21, 23-27, 29, 39	39
Chief Engineer	1-2, 19, 21, 24-25, 27, 29, 33, 39	19
Photog/MMJ	1-2, 4, 16, 19, 21, 23-25, 27, 29, 37, 39	23
Executive Assistant	1-2, 4, 15, 19, 21, 23-25, 27, 29-30, 39-40	19
Reporter MMJ	1-2, 4, 15, 19, 21-25, 27, 30, 32, 35, 39	15
Meteorologist/MMJ	1-2, 4, 15, 19, 21, 23-25, 27, 30, 32, 35, 39	15
Photog/MMJ	1-2, 4, 19, 21-25, 27, 30, 32, 35, 39	23
Producer	1-2, 4, 19, 21-25, 27, 30, 32, 35, 39	21
Assignment/Web Editor	1-2, 4, 19, 21-25, 30, 32, 35, 39	19
Broadcast Engineer	1-2, 4, 15, 19, 21, 23-25, 27, 30, 32, 35, 39	15
Digital Content Producer	1-2, 4, 17, 19, 21-25, 27, 30, 32, 35, 39	19
News Director	1-2, 4-5, 19, 21-22, 24-25, 28, 32, 38-39	28
Part Time TMO	1-2, 4, 18-19, 21, 23-25, 27, 30, 32, 35, 39	18

* for vacancies filled pursuant to joint sales agreement and shared services agreement

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RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
1	Albany Chamber - JobZone 5 Computer Drive South Albany, New York 12205 Phone : 518 431 1400 Url : http://albany.myjobzone.net/index.asp Lindsay Heller Manual Posting	N	0
2	Albany Dept of Labor State Campus State Office Campus Blding 12 Room 169 Albany, New York 12240 Phone : 518 457 1504 Url : http://www.labor.ny.gov Email : brian.suedkamp@labor.ny.gov Brian Suedkamp	N	0
3	Broadcast Education Association 1771 N Street, NW Washington, District of Columbia 20036-2891 Phone : (202) 602-0584 Url : http://www.beaweb.org/wp/ Email : Heather@BEAweb.org Heather Birks	N	0
4	College of St. Rose 434 Western Ave Albany, New York 12203 Phone : 518 454 5141 Url : http://www.strose.edu/campuslife/career_center Email : career@strose.edu College of Saint Rose	N	0
5	Corporate Office	N	1
6	Craig's List/Albany, NY Portal 222 Sutter St. 9th Floor SanFrancisco, California 94108 Phone : 800-664-0633 Url : https://albany.craigslist.org/ Jobs Listing Manual Posting	N	0

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7	Craig's List/Binghamton, NY Portal 222 Sutter St. 9th Floor San Francisco, California 94108 Phone : 800-664-0633 Url : https://binghamton.craigslist.org/ Jobs Listing Manual Posting	N	0
8	Craig's List/Buffalo, NY Portal 222 Sutter St. 9th Floor San Francisco, California 94108 Phone : 800-664-0633 Url : https://buffalo.craigslist.org/ Jobs Listing Manual Posting	N	0
9	Craig's List/Plattsburgh, NY Portal 222 Sutter St. 9th Floor San Francisco, California 94108 Phone : 800-664-0633 Url : https://plattsburgh.craigslist.org/ Jobs Listing Manual Posting	N	0
10	Craig's List/Rochester, NY Portal 222 Sutter St. 9th Floor San Francisco, California 94108 Phone : 800-664-0633 Url : https://rochester.craigslist.org/ Jobs Listing Manual Posting	N	0
11	Craig's List/Syracuse, NY Portal 222 Sutter St. 9th Floor San Francisco, California 94108 Phone : 800-664-0633 Url : https://syracuse.craigslist.org/ Jobs Listing Manual Posting	N	0
12	Craig's List/Utica, NY Portal 222 Sutter St. 9th Floor San Francisco, California 94108 Phone : 800-664-0633 Url : https://utica.craigslist.org/ Jobs Listing Manual Posting	N	0

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13	Craig's List/Western Mass Portal 222 Sutter St. 9th Floor San Francisco, California 94108 Phone : 800-664-0633 Url : https://westernmass.craigslist.org/ Jobs Listing Manual Posting	N	0
14	Dr. King Career Fair Harriman State Office Campus Building 12, Room 500 Albany, New York 12240 Phone : 518-457-3106 Stephen Ryan Manual Posting	N	0
15	Employee Referral	N	15
16	Facebook post	N	1
17	Indeed.com	N	1
18	Internal Candidate	N	1
19	Internal Memo 341 Northern Blvd. Albany, New York 12204 Phone : 518 433 4299 Url : http://www.news10.com Christa Burke Manual Posting	N	11
20	Linked In	N	1
21	Media General Website 333 E. Franklin Street Richmond, Virginia 23219 Phone : 518 433 4299 Url : http://www.mediageneral.com Christa Burke Manual Posting	N	38
22	Medialine (news room only) Box 51909 Pacific Grove, California 93950 Phone : 800 237 8073 Url : http://www.medialine.com Email : medialine@medialine.com Rich Everitt	N	0

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23	New School Radio & TV 50 Colvin Ave Albany, New York 12206 Phone : 518 438 7682 Url : http://www.thenewschool.us/ Email : JKrawczyk@Newschoolalbany.edu Janielle Krawczyk	N	2
24	New York State Job Bank (NYS DOL) Harriman Campus, Building 12 Room 436 Albany, New York 12240 Phone : 518 457 1504 Url : https://newyork.us.jobs/secure/emplogin.asp Brian Suedkamp Manual Posting	N	0
25	news10.com 341 Northern Blvd. Albany, New York 12204 Phone : 518 433 2692 Url : http://www.news10.com Courtney Ward Manual Posting	N	13
26	Non-Employee Referral	N	4
27	NYS Broadcasters Assoc. 1805 Western Ave. Albany, New York 12203 Phone : 518 456 8888 Url : http://www.nysbroadcasters.org Email : cjung@nysbroadcasters.org Carolyn Jung	N	0
28	Rick Gevers & Associates 355 E. Ohio St. #303 Indianapolis, Indiana 46204 Phone : 317-635-7912 Url : http://www.rickgevers.com/ Rick Gevers Manual Posting	N	3

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RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
29	Saratoga Chamber - JobZone 28 Clinton St. Saratoga Springs, New York 12866 Phone : 518 584 3255 Url : http://www.saratoga.org/saratoga-county-chamber-of Bridget Devaney Manual Posting	N	0
30	Siena College Route 9 Loudonville, New York 12211 Phone : 518 783 2339 Url : https://siena-csm.symplicity.com/employers/ Email : careermail@siena.edu Courtney Winkler	N	0
31	Siena College Spring Career & Intern Fair Route 9 Loudonville, New York 12211 Phone : 518 783 2339 Url : https://siena-csm.symplicity.com/employers/ Email : careermail@siena.edu Ashley Dwyer	N	0
32	Smartrecruiters.com 56 Tehama Street San Francisco, California 94105 Phone : 800-517-1148 Url : http://www.smartrecruiters.com Jobs Listing Manual Posting	N	2
33	Society of Broadcast Engineers 9102 North Meridian Street Suite 150 Indianapolis, Indiana 46260 Phone : 317-846-9000 Url : www.sbe.org Scott Jones Manual Posting	N	0
34	Spots N Dots 1635 Old Highway 41 NW Ste 112-338 Kennesaw, Georgia 30152 Phone : 888 884 2630 Url : http://www.spotsndots.com/ Email : ads@spotsndots.com Emily McKay	N	0

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35	SUNY Albany 1400 Washington Street Albany, New York 12222 Phone : 518 442 5515 Url : http://www.albany.edu/career/employer/employer.sht Joe Aini Manual Posting	N	0
36	SUNY Albany Job & Internship Expo 1400 Washington Street Albany, New York 12222 Phone : 518 442 5515 Url : http://www.albany.edu/career/employer/careerfairs Joe Aini Manual Posting	N	0
37	SUNY Empire State College One Union Ave Saratoga Springs, New York 12866 Phone : 518-587-2100 Url : https://app.purplebriefcase.com/pb/dashboard/ Anita Brown Manual Posting	N	0
38	TV News Check 24 West Lancaster Ave. Ste 205 Ardmore, Pennsylvania 19003 Phone : 610 420 6003 Url : http://www.tvnewscheck.com/ Email : phersh@newscheckmedia.com Patty Hersch	N	0
39	TVJOBS.com PO Box 4116 Oceanside, California 92052 Phone : 800 374 0119 Url : http://www.tvjobs.com Jobs Listing Manual Posting	N	5
40	Walk In/Self-Referral	N	1
TOTAL INTERVIEWS OVER REPORTING PERIOD:			99

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	Date	Type of Recruitment Initiative (Menu Selection)	Brief Description Of Activity	No. of Stations Participants	Participant Title
1	2/18/2016	Participation in Job Fairs	Job & Internship Fair SEFCU Arena SUNY Albany 1400 Washington Ave Albany NY 12222	3	Business Station Manager General Sales Manager Asst News Director
2	3/15/2016	Participation in Job Fairs	Career, Internship and Graduate School Fair	2	Station Business Manager General Sales Manager
3	3/30/2016	Participation in Job Fairs	Dr. King Career Fair sponsored by the New York State Department of Labor	1	Program Director
4	4/8/2016	Participation in events or programs sponsored by educational institutions	Matt Miller, News Director hosted a station tour for students at Central Berkshire Regional School District on Friday, April 8th 2016. The students toured the entire station and learned the day to day processes to put together a newscast.	1	News Director
5	4/11/2016	Participation in events or programs sponsored by educational institutions	Josh Natoli, Assignment Editor, was the guest speaker at Westlake High School which is located in Westchester County.	1	Assignment Editor
6	4/14/2016	Participation in events sponsored by community groups	Junior Achievement Job Shadow event gives high school students an up-close look at the work place. The station participated in the event helping students have a better understanding between work place requirements and their school subjects.	7	General Manager Station Business Manager General Sales Manager News Director

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7	6/17/2016	Establishment of an intern program designed to assist members of the community	The station hired 4 interns this year. Our Sports Anchor Liana Bonavita worked closely with a student from the University of Hartford and she learned the day to day processes of our sports department working out in the field at local sporting events. Our Operations Manager, Jeff Rawson also hired a student from The New School of Radio and Television where he worked closely with employees during the summer months as we broadcast live from the Saratoga Raceway. And our News Director Matt Miller hired 2 interns for our weather department from Oswego State and University at Albany. Both interns worked closely with station meteorologists and obtained knowledge of regular job duties in the weather office.	4	Station Business Manager Operations Manager Sports Anchor News Director
8	7/18/2016	Participation in events or programs sponsored by educational institutions	Jennifer Steller, Producer a job shadow day with a student from SUNY Plattsburgh on Monday, July 18th. The student was given a tour of the station and sat with Jennifer as she showed him how she produces a newscast.	1	Producer
9	9/26/2016	Participation in events or programs sponsored by educational institutions	Practice Interview Day for UAlbany Students September 26, 2016 University at Albany Career Services Employers assigned to interview rooms and provide student with mock/practice interview session that includes feedback of the student, for approximately 30 minutes each.	1	Station Business Manager

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10	11/30/2016	Participation in scholarship programs	<p>WTEN Broadcast Scholarship - \$2,000 Deadline - Applications must be postmarked by 11/1/2016 Scholarship awarded November 30, 2016 Eligibility Requirements:</p> <ul style="list-style-type: none"> To apply, you must have completed 60 credits as of November 30, 2016 You must have an academic record that is above average (3.0 or higher) You must be majoring in broadcasting, journalism, communications or a related field Previous WTEN scholarship winners are not eligible <p>Complete the application form and include with it the following materials:</p> <ul style="list-style-type: none"> Completed application Academic transcript Two brief letters of recommendation One page written statement of why you are pursuing a career in broadcasting 	9	Station Business Manager General Manager General Sales Manager Creative Service Director
11	12/12/2016	Participation in events or programs sponsored by educational institutions	<p>Jeff Rawson, Station Operations Manager hosted a station tour for students at Troy High School on Monday, December 12th 2016. The students toured the entire station and learned the day to day processes to put together a newscast.</p> <p>As the Operations Manager lead the tour he had several other employees and managers participate by providing descriptions of their job duties to the students at various locations at the station.</p>	1	Operations Manager

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12	12/20/2016	Participation in events or programs sponsored by educational institutions	The New School of Radio and Television hosted a forum for area news stations to come together to discuss various topics regarding the broadcast industry with their students. Station Operations Manager Jeff Rawson attended this form on Tuesday, December 20th 2016 and discussed how to update editing machines, how to better manage personnel and their job responsibilities and provided additional instructions with Photoshop.	1	Operations Manager
13	12/23/2016	Participation in events or programs sponsored by educational institutions	Jeff Rawson, Station Operations Manager hosted a station tour for students at Watervliet High School on Friday, December 23rd 2016. The students toured the entire station and learned the day to day processes to put together a newscast. As the Operations Manager lead the tour he had several other employees and managers participate by providing descriptions of their job duties to the students at various locations at the station.	1	Operations Manager
14	1/12/2017	Participation in events or programs sponsored by educational institutions	Jeff Rawson, Station Operations Manager hosted a station tour for students at Troy Middleton on Thursday, January 12th 2016. The students toured the entire station and learned the day to day processes to put together a newscast. As the Operations Manager lead the tour he had several other employees and managers participate by providing descriptions of their job duties to the students at various locations at the station.	1	Operations Manager